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**State of Maryland**  
**Elevator Safety Review Board / Business Meeting Minutes**

**DATE:** October 28, 2022

**TIME:** 10:00 a.m.

**LOCATION:** Held virtually Google Meet  
Phone Information: +1 470-400-5690  
PIN: 546 397 236 #

**Call to Order**

Ed M. Hord, Chairman, called the Business Meeting of the Elevator Safety Review Board to Order at 10:05 am.

**Roll Call:** Roll Call conducted by John Bull, Executive Director

**Respondents:** Ed M. Hord, Chairman  
Lance Brown  
William 'Bill' Hosea  
Charles 'Pete' Meeks  
Thomas Lindsay Jr.  
Jason Danker  
Mike Moran

**Absent:** None

Quorum called and approved

**DOL Staff:** John Bull, Executive Director  
Kimberley S. Ward, Assistant Attorney General  
Antoinette Ramirez, Administrative Specialist  
Greg Morgan, Commissioner, O&P Licensing

**GUEST PRESENT:** Rachel Russell, Maryland Department of Transportation  
Jeffery Cavanaugh, Snap Cab  
Ralph Dillman, Chief Elevator Inspector  
Mark Nutting, IUEC Local 7

**Approval of Minutes**

The members reviewed the minutes of the Business Meeting held August 26, 2022. Upon Chairman Hord’s motion, and Mr. Meeks’ second, and by a roll call vote, the Board voted to approve the minutes, with corrections to remove Mr. Moran’s attendance to the meeting, with six members voting to approve.

**Chairman’s Report**

No chairman’s report

**Exam Reports**

Month	Tested	Passed	Failed	%	Yr. to Date	Tested	Pass	Fail	%
Aug	1	0	1			5	4	1	80%
Sept	1	1	0	100%	Overall				
Total	2	1	1	50%		72	34	38	47%

**Complaints**

There were no complaints, however, Executive Director J. Bull informed the Board that an individual has been hired for the Complaint Manager Position, with a start date of 11/9/2022. The new Manager will assist the Complaint Investigator for all the Mechanical Boards.

Executive Bull requested the Board establish a Complaint Committee, within the Elevator Safety Review Board. Executive Bull asked for two Board members to volunteer to be part of the committee. Board members Mike Moran, Jason Danker and Charles Meeks volunteered to participate. A motion was made and seconded to establish the committee with Mr. Danker, Mr. Moran and Mr. Meeks as members. The motion passed. Details of the new committee will be reviewed at the next Elevator Safety Review Board meeting, December 23, 2022

**Correspondence**

No correspondence received.

**New Business**

1.) Commissioner Greg Morgan requested creation of the 2023 Elevator Review Board schedule to be available for posting by the 1<sup>st</sup> 2023 meeting. Executive Director Bull informed the 2023 schedule would include the contact information for board members.

2.) Executive Director John Bull suggested the 1<sup>st</sup> meeting for 2023, be held in person at the Department of Labor headquarters, February 24, 2022. Executive Director Bull would like to discuss important topics and upcoming 2023 agenda items in person. Executive Director Bull inquired board members if there were any concerns with his suggestion. Chairman Hord expressed his concern the travel time for some

board members would be greater than the actual meeting time. Executive Bull requested a vote be made whether to have the 1<sup>st</sup> 2023 meeting at DOL headquarters at the upcoming board meeting on December 23, 2022.

**Counsel’s Report**

No report from Counsel

**Executive Session**

There was no Executive Session

**Public Comment**

1.) Jeffery Cavanaugh presented the question, what is the established code regulation for the elevator cab materials. Ralph Dillion presented the regulations for elevator cab materials was created approximately 20 years ago and can be found in the A17.1 elevator code. Chairman Hord shared he was not certain this inquiry should be addressed by the Elevator Safety Review Board and may be a question for the Division of Labor and Industry instead. Inspection of Elevator materials is not the purview of the Elevator Safety Review Board. Chairman Hord suggested this item to be revisited at the next Board meeting.

2.) Mark Nutting questioned what the regulation is, if any, for non-elevator construction workers entering elevator shafts / hoist after being closed and secured by elevator professionals. Mr. Nutting’s concern is the safety of the workers. Board member Jason Danker informed the regulation can be found in the MOSHA / OSHA regulation schedule. Mr. Danker stated the Elevator Safety Review Board does have the authority to enforce the licensing law regarding non-elevator personnel entering the pits and hoists ways to perform work on elevators. Pete Meeks stated these violations should be reported to OSHA. How to submit a complaint can be found in the A17 code.

**Next Meeting**

The next Board meeting is scheduled for December 23, 2022, at 10:00am. Director Bull will conduct the virtual meeting from Department of Labor, 1100 Eutaw Street, Baltimore MD

**Adjournment**

There being no further business, Board member Mike Moran motions for adjournment. All members agreed. The meeting adjourned at 10:55am.

Signature on File

02/24/2023

\_\_\_\_\_  
**John Bull**  
**Executive Director**

\_\_\_\_\_  
**Date**

**Signed on behalf of the Elevator Safety Review Board as voted and approved on February 24, 2023.**